



## **Electrologist License by Reciprocity**

- Applicant must have a valid equivalent license in another jurisdiction\* and hold a valid Indiana cosmetology license or Indiana esthetician license.
- Applicant must be at least 18 years of age.
- Applicant must have completed a tenth grade education or equivalent.
- If you have a conviction record, you must file documents indicating the conviction record along with any probationary status including when they expect to be released from probation, and when they expect to be released from prison (if incarcerated at the time of application).
  - Applicant must provide a license certification from each jurisdiction where they hold or have held a license, regardless of license status. Online certification is acceptable if it provides a field for possible disciplinary action.
- Applicant's jurisdiction must require 300 hours of education. Indiana does not accept apprenticeship hours.\*\* One (1) year of licensed practice may substitute for one hundred (100) hours of education to an applicant who has completed a minimum of 200 hours of education.\*\*\*
- Your jurisdiction must require at least 70% passing on both written and practical licensing exams
- For Jurisdictions outside the United States only: Please submit high school diploma (or record of last year attended) and beauty culture school transcript. If your original documents are in a foreign language, a certified translation in English must accompany the original documents.

\* If the applicant's jurisdiction does not issue a license to practice electrology, the applicant may apply for a provisional electrology license (see below).

\*\* If the applicant's jurisdiction accepts apprenticeship hours as an option for licensure, the applicant should submit documentation showing proof of completing the education requirement; this may include a transcript from the applicant's beauty culture school, an official certification from the original jurisdiction that indicates the applicant received 300 hours of education from a beauty culture school, or a letter from the jurisdiction indicating that the applicant received 300 hours of education from a beauty culture school.

\*\*\* The number of hours reflects the applicant's state's minimum education requirement rather than the actual number of hours that were obtained. If the applicant completed extra hours above and beyond the state's minimum requirement, the extra hours would not apply.

If an applicant comes from a jurisdiction that issues an electrologist license but does not meet Indiana's minimum reciprocity requirements, they may transfer their hours from their original out-of-state school to a beauty culture school in Indiana. The applicant would need to graduate from the Indiana-approved beauty culture school and then apply by examination. Beauty culture schools may accept hours from an out-of-state schools, but are not required by the board to do so.